

Lesson Plan

Course Title

Career and Family Leadership

Lesson Title

Work Attitude and Behaviors

Practical Problem

What should be done about work, jobs, and careers?

References Used for this Lesson

Montgomery, Bette: *Career and Family Leadership*, University of Missouri-Columbia, 2002.
Instructional Materials Laboratory, University of Missouri-Columbia.

Family, Career, and Community Leaders of America, Inc., *Career Connection*, CD-ROM, Reston, VA 2002, FCCLA, Inc.

Alternative Assessment: A Family and Consumer Sciences Teacher's Tool Kit, Ohio State University, 1996. Vocational Instructional Materials Laboratory

Background Information for this Lesson

Career and Family Leadership, Content Module 4

External Alignment

Program Goal Addressed

(Use this area to identify how your program goal links to this lesson.)

Missouri Family and Consumer Sciences Competencies Addressed

E.3 Demonstrate appropriate work attitude and behaviors (Comprehension)

Missouri Show-Me Goals/Standards Addressed

4.3 Analyze the duties and responsibilities of individuals of society

National Family and Consumer Sciences Standards Addressed

1.2.2 Demonstrate job seeking and job keeping skills

Internal Alignment

Course/Performance/Enabling Objectives(s) for Competency

1. List attitudes, and behaviors, that employers want for the success of their company.
(Knowledge)
2. Compare and contrast characteristics and skills needed for work success.
(Comprehension)
3. Plan and implement a project to demonstrate appropriate work attitude and behaviors.
(Application)

Instructional Strategies

1. List attitude, and behaviors, that employers want for the success of their company.
(Knowledge)

Review FACT Sheet #3 “Things Your Boss Just Expects You to Know”, p. 160 (*Career and Family Leadership*). Working in small groups, imagine that you are the employer. Make a list of attitudes, and behaviors, that you want your employees to have. Share your list with the class and compare. (Communication, Critical Thinking)

Questions for Discussion/Formative Assessment

1. *How was your list similar to other lists? Different?*
2. *Why are attitude and behavior an important part of career success?*
3. *What happened when you work with a person that exhibits inappropriate attitude and behaviors? With appropriate attitude and behavior?*
4. *How can you help to develop appropriate attitude and behavior in yourself? In others?*

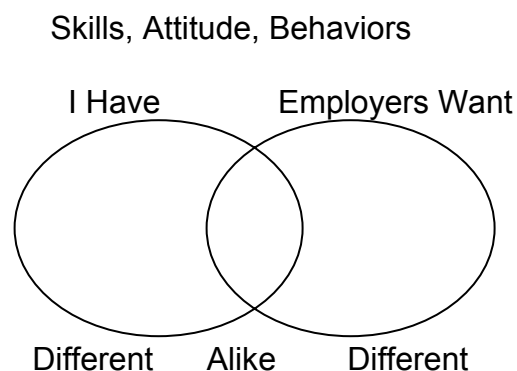
2. Compare and contrast characteristics and skills needed for work success.

(Comprehension)

Read “What Skills Do Employers Want?” pp. 80-81 or *FCCLA Career Connection, CD-ROM*). There are three categories of skills you need to access for career success. They are: 1) technical or job-specific skills 2) transferable skills and 3) self-management skills. Attitude and behavior are self-management skills.

Make a list of your technical or job-specific skills. Complete the “Skill Scattergories” sheet, p.87 or *FCCLA Career Connection, CD-ROM*. Circle all the skills that you now possess. When finished, fold the sheet into thirds like a letter. Each third represents one category of skills – job-specific skills, transferable skills and self-management skills. Identify which third is which.

Use a Venn diagram to compare and contrast the skills, attitude and behaviors that you possess with the skills needed for work success. Use p. 71 (*Alternative Assessments*) for information about the Venn diagram. (Critical Thinking)



Questions for Discussion/Formative Assessment

1. *Which area do you have the most skills needed?*
2. *How do the 3 areas work together/affect each other?*
3. *What can you do to build more skills in each area?*

3. Plan and implement a project to demonstrate appropriate work attitude and behaviors.
(Application)

Write a work recommendation as if to an employer about attitude and behaviors you exhibit at school/at home.

Questions for Discussion/Formative Assessment

1. *How would the recommendation you wrote compare to that of a teacher/parent?*
2. *Would a teacher/parent write the same recommendation for you as what you wrote?*
3. *How do you demonstrate appropriate work attitude and behaviors?*

Use "Individual Project Ideas" or "Cooperative Project Ideas" pp. 64-65 or on CD-ROM (*FCCLA Career Connection*), to help you plan and implement a project to demonstrate appropriate work attitude and behaviors. You may draw pictures, use photographs, PowerPoint, graphs, etc., as a part of your project. Complete the "ACCESS SKILLS for Career Success" Project Sheet, p. 86 or CD-ROM, (*FCCLA Career Connection*). (Communication, Leadership, Technology, Management)

Assessments

Pencil/Paper:

1. List attitudes, and behaviors, needed for successful employment. (Knowledge)
2. List technical or job-specific skills. (Knowledge)
3. Write a recommendation to an employer about your personal attitude and behaviors as illustrated in the Venn diagram developed in Instructional Strategy #2. (Application)

Classroom Experience:

1. Compare and contrast skills possessed and skills wanted by developing a Venn diagram. (Comprehension)

Application to Real Life:

1. Plan and implement a project demonstrating knowledge of appropriate work attitude and behaviors. Use pictures/photographs, PowerPoint, graphs, etc., as a part of the project. Develop a scoring guide to evaluate the project. (Application)